



City of Santa Barbara
Airport Department

Memorandum

DATE: July 18, 2012
TO: Airport Commission
FROM: Karen Ramsdell, Airport Director
SUBJECT: T-Hangar Waiting List Policy Revisions

Recommendation:

That Airport Commission approve the elimination of the requirement for a lottery to take place in order to place applicants on the T-Hangar Waiting List by amending the following sections of the T-Hangar License Agreement, Exhibit B, "Waiting List Policies and Procedures":

- A. Article I, "Waiting List Information", Section A (1);
- B. Article II "Lottery" in its entirety; and
- C. Article III "T-Hangar Waiting List Administration" the introductory first paragraph.

Discussion:

In 2006 the City adopted Rules and Regulations and a T-Hangar Waiting List Policy for the 24 t-hangars constructed and operated by the Airport Department. The Waiting List Policy included a lottery-based selection process which served its purpose in establishing the original waiting list when customer demand was high. However, with the economic recession some of the original t-hangar tenants relinquished their hangars and everyone on the Waiting List has been accommodated.

Now that demand is low the lottery selection method is an impediment to filling vacant t-hangars in a timely manner. Therefore, it is proposed that the lottery selection method be eliminated from the Waiting List Policy and Procedures. It is proposed that qualified applicants will be added to the Waiting List in the order their applications are received which will be determined by the date/time stamp on the application if delivered in person or the U.S. mail postmark if delivered by mail.

Attachment:

T-Hangar License Agreement, Exhibit B, "Waiting List Policies and Procedures"